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ì		ROUTIN	G AND	RECOR	D SHEET	
SÚBJEC.	T: (Optional)					1
	Experimental Flexible	and Comp	oressed	Work Sch	edules for Administrative Staff, ICS	
FROM:				EXTENSION	NO. 79-6905	ł
	Harry E. Fitzwater Director of Personnel					
	5 E 58				DATE	ST
TO: (Of building)	ficer designation, room number, and	D	ATE	†		
building)		RECEIVED	FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)	
1.			1 1			
	Director of Finance 1212 Key	15/	13/79 E	IS/set	1. For your concurrence.	
2.						
3.						
Ü.	Executive Officer, DD/A	12/		5		
4.		1	,			
	Associate DD/A	12	/21	assu		
5.	Deputy Director for Administration				5. It is recommended that your	
6.	<u> </u>				approval line include the following:	:
7.				_	This request is approved with the understanding that the	
8.					proposed compressed work schedule is a ten-hour workday for a four-day week. It is further	
9.					understood that the Office of Personnel will require an assessment report upon completion	
10.					of the three months experimental period in March 1980.	ΑТ
11.						
12.					Harpy E. Frezwater	
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MEMORANDUM FOR: Deputy Director for Administration THROUGH: Director of Personnel Director of Finance STAT FROM: Chief, Administrative Staff, ICS SUBJECT: Experimental Flexible and Compressed Work Schedules for Administrative Staff, IC Staff STAT REFERENCE: same subject 1. We request approval to institute the Flextime experimental program within the Intelligence Community Staff, Administrative Staff	i								
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Approved For Release 2008/06/02 : CIA-RDP83-00156R000600010021-8

SUBJECT: Experimental Flexible and Compressed Work Schedules for Administrative Staff, IC Staff

CONCUR:

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UTreckor of Personnel	12/14/19
Director of Personnel	> Date
	Dec 15, 1929 Date
Director of Finance	Date
APPROVED:	
	12/21/2
Deputy Director for Administration	Date

*This request is approved with the understanding that the proposed compressed work schedule is a ten-hour workday for a four-day week. It is further understood that the Office of Personnel will require an assessment report upon completion of the three months experimental period in March 1980.